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Assistant to DCI

13 October 1955

Director of Training

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NO CHANGE in Class. ☐

☐ DECLASSIFIED

Class. CHANGED TO: TS S (C)

DDA Memo, 4 Apr 77

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Date: 31/01/98 By: 008

Weekly Summary Report
(27 September - 4 October 1955)

INTRODUCTION

This week the Office of Training reports on the successful completion of the Consolidated Charities Drive, the reaction to the first issue of Studies in Intelligence, the briefing of five new university consultants for the Junior Officer Training Program, and the requests made for overseas use of the CTR Glossary of Intelligence Terminology. Additional items note the completion of the new Technical Services Staff Laboratory Building at [REDACTED] the beginning of the third United States Air Force Program, and the completion of an OTR course by correspondence.

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CONSOLIDATED CHARITIES DRIVE

The Office of Training exceeded its quota in the Consolidated Charities Drive by approximately 40 percent. A total of \$3,096.50 was collected from the members of this office.

REPORT ON FIRST ISSUE OF STUDIES IN INTELLIGENCE

Major General John A. Samford, Director of Intelligence, USAF, and Rear Admiral Edwin P. Layton, Deputy Director for Intelligence, Joint Staff, Joint Chiefs of Staff, have reported that they read with interest and heartily approved the first issue of Studies in Intelligence. Both have offered their assistance in the furtherance of the production of the intelligence monograph series.

In response to Major General Samford's request, sufficient copies of the first issue have been disseminated to his office for distribution throughout the staff as an incentive in obtaining contributions for future articles.

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Both within and without CIA, readers of the issue have called to express their interest, to request extra copies, to suggest subjects for articles, or to offer to write articles for the periodical. Calls have come in from the CIA Librarian, Office of Central Reference; various offices in the Office of Intelligence Research, Department of State; a member of the United States Information Agency; from analysts in the Offices of Current Intelligence, Research and Reports, and Scientific Intelligence; and from the Western Europe Division and Technical Services Staff in DD/P.

BRIEFING OF FIVE UNIVERSITY CONSULTANTS IN THE JOT PROGRAM

During the past week, five new university consultants for the Junior Officer Training Program have been at headquarters. These consultants represent

Univer

OTR provided a specific briefing on the objectives of the JOT Program and a general briefing on the missions and functions of the Agency, with a view to insuring full cooperation in the careful selection of future JOT candidates from these universities.

REQUESTS FOR GLOSSARY OF INTELLIGENCE TERMINOLOGY

Requests are continuing to come in for a sanitized version of the OTR Glossary of Intelligence Terminology to be sent overseas for dissemination to liaison services and for station use. OTR has removed from the Glossary all references to CIA or the IAC components, and is forwarding the copies through the CI Staff, DD/P, for final clearance for overseas transmittal.

ADDITIONAL ITEMS OF INTEREST

Completion of New TSS Laboratory Building

The Chief, TSS Testing Unit, [REDACTED], has received the key to the new TSS Laboratory Building, now complete except for some minor items. As soon as furniture has been installed, he will move in.

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Correspondence Course in Reading Improvement

At the request of the Office of Operations, an extension program has been developed for the Reading Improvement Course. A second student, from the [REDACTED] has successfully completed this program. His effort required approximately ten months.

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SIGNED

MATTHEW BAIRD
Director of Training

cc: 1 - DD/P (w/o sup.)
1 - DD/I "
2 - DD/S " "

MB:LBC

Original & 1 - Addressee - w/sup
1 - DTR (Yellow) - w/sup.
3 - PPS
1 - w/sup.

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